

The note process

Notes are a two-part process; take the note, deliver the note.

You constantly take notes during the different rehearsals. Every designer or department head does the same but you are unique. You do it for everyone: the cast, the crew, the stage manager, the designers, and yourself. Everyone expects you to give her or him notes. That's a lot of notes to take and to deliver to a lot of people.

The note process is incredibly important. It's the only way for everyone to correct errors and improve their work for the next time. You must tell people what is working as well as what needs improvement.